

NH GOVERNOR'S COUNCIL ON PHYSICAL ACTIVITY and HEALTH

BY LAWS

ARTICLE I NAME/MISSION

The name or title by which this organization is to be taken is the NEW HAMPSHIRE GOVERNOR'S COUNCIL ON PHYSICAL ACTIVITY AND HEALTH.

The mission of this organization is to promote a healthy lifestyle for all New Hampshire residents, with a special emphasis on children and youth, by working in cooperation with schools, the medical community, businesses, and other public and private sector organizations and agencies with an interest in physical activity and fitness.

ARTICLE II PURPOSE

The purpose of the Governor's Council on Physical Activity and Health is to advise the Governor regarding physical activity opportunities for all citizens of New Hampshire and to develop plans to promote and improve the opportunities that exist, with a special emphasis being placed on children and youth grades K –12.

ARTICLE III COUNCIL MEMBERS

Section 1: Membership. A maximum of twenty-one (21) members shall be appointed by the Governor to serve on the Council. Council Members shall represent the State Department of Education and the Division of Public Health Services and shall also represent business and industry, senior citizens, the disabled, local school systems, athletics and sports, higher education, recreation and parks, the medical profession, youth serving organizations, and physical educators.

Section 2: Term of Service. Council Members shall serve for three years. At the conclusion of his/her term, he/she may request to be considered for recommendation by the Council to the Governor for reappointment. There is no limit to the number of terms that may be served.

Section 3: Responsibilities. Council Members shall attend and contribute to Council Meetings and shall serve on at least one working committee.

Section 4: Vacancies/Recommendations. The Chair, by enactment of the Council, will recommend to the Governor reappointments, potential new appointees to the Council or replacements for vacancies created for consideration.

Section 5: Meetings. Meetings shall be held a minimum of 6 times per year. A schedule of meetings shall be set on an annual basis at the beginning of each FY, any change in meetings requires a two (2) week notification.. In addition, a meeting may be requested by a consensus of 5 members of the Council requiring the Chair to call a meeting within 30 days of the request. The Council shall hold at least one annual meeting open to the public for receiving input regarding physical fitness issues and concerns.

Section 6: Quorum. A quorum shall consist of 5 members.

Section 7: Council Decisions. The act of a majority of the Council Members present at a meeting at which a quorum is present shall be the act of the Council, unless the act of a greater number is required by law or by these bylaws.

Section 8: Compensation. Council Members shall serve voluntarily and will receive no compensation for their services.

Section 9: Resignation/Removal.

Any Council Member may resign at any time by giving written notice to the Chair or presentation of written notice at any Council Meeting. The Chair, by action of the Council, will remove any Council Member after three (3) absences, within the Council's FY unless, after discussion with the Chair, and approval by the Council it is felt that the member should remain a Council member.

ARTICLE IV OFFICERS

Section 1: Election and Terms of Officers. The officers of the organization shall consist of a Chair, Vice-Chair, Secretary and Treasurer. The Governor shall appoint the Chair for a three-year term. The Council shall make its recommendation for Chair to the Governor thirty days prior to the expiration of the Chair's term. The Council Members shall elect the remaining officers annually and elections shall be held each year at a designated meeting of the Council. A member may not serve as an officer of the organization for more that six (6) consecutive years.

Section 2: Duties of Officers

a. Chair: The Chair shall preside over all meetings of the Council, shall serve as the liaison to the Governor, when necessary including on matters outlined in these bylaws; shall be a member ex-officio, with the right to vote, of all committees except a nominating committee; shall see that all orders and resolutions of the Council are carried out; shall hold all documents of the business of the Council; shall appoint all committee chairpersons and shall perform such other duties necessary or incident to such office or properly required by the Council.

b. Vice-Chair: The Vice-Chair shall, in the absence of the Chair, perform the duties and exercise the powers of the Chair and shall perform such other duties as are necessary or incident to such office or are properly required by Council.

c. Secretary: The Secretary shall keep records of all transactions at the meetings; shall see that proper notice is given of all meetings of the Council; shall keep attendance records of Council Meetings and notify the Chair of any member who has three absences during the Council's FY; shall be responsible for the distribution of minutes of all meetings; shall in the absence of the Chair and Vice-Chair, preside at the Council Meetings; shall have charge of the organization's official stationery and records; and shall perform such other duties as are necessary or incident to such office or are properly required by the Council. If the Secretary is absent from any meeting of the Council, a temporary Secretary chosen at the meeting shall exercise the duties of the Secretary at the meeting.

d. Treasurer: The Treasurer shall receive all monies and deposit the same in the name and to the credit of the organization in such depositories as may be designated by the Council; shall with the consent of the Chair pay all bills; shall keep full and accurate records and make such reports as requested by the Chair or Council; and shall perform such other duties as are necessary or incident to such office or are properly required by the Council.

e. Other Officers: Other Officers may be elected and shall have such duties and powers as may be designated from time to time by the Council.

ARTICLES V COMMITTEES

Section 1: Executive Committee. The Executive Committee shall consist of the officers mentioned in Article IV, together with the Past Chair. The Executive Committee shall assess, review and make necessary recommendations to the Council regarding the organization's management, policies and procedures. The Executive Committee may also be empowered by the Council to exercise the authority of the Council in the management of the organization, on specific matters or in totality during the interim period between meetings of the Council. The Executive Committee shall report all its actions to the Council at the next Council Meeting.

Section 2: Other Committees. The Council may establish such other committees, as it shall deem appropriate in order to carry out its responsibilities and achieve goals.

ARTICLE VI MISCELLANEOUS

Section 1: Rules of Order. The "Robert's Rules of Order, Revised" most recent edition, shall govern all deliberations when not in conflict with these bylaws or specific operating procedures adopted by the Council.

Section 2: Fiscal Year. The fiscal year of the organization shall be July 1 through June 30.

ARTICLE VII
AMENDMENTS

These bylaws may be amended, altered or repealed and new bylaws may be adopted by two-thirds (2/3) vote of those members of the Council present at any regular meeting of the Council at which there is a quorum or at a special meeting for which all members are given 30 days notice.